

# Bloomfield Township

## Building Department

2006 Annual Report



*Patricia McCullough, Director  
Planning, Building, & Ordinance*



April 22, 2014

Dear Residents of Bloomfield Township:

*I'm pleased to present the 2006 Bloomfield Township Building Department Annual Report. This report has been prepared to offer insight into the accomplishments of the Department this year and also provide information about the Building Department. The Department's principal activities involve enforcement of codes and ordinance by means of plan review and inspections. The Building Department permit process oversees construction, alteration, repair and demolition in the Township.*

*The major initiative for 2006 was the update of the BS&A software that tracks applications and inspections for all building activities. The software upgrades provide an easier way to track Zoning Board of Appeals variances and stop work orders. It also added the capability of attaching pictures and external documents to a permit. Another new feature allows for the flagging of certain properties to notify staff of important details concerning individual sites. The upgraded software also provides a mass mailing option that expands our abilities to notify owners and builders of expired permits.*

*The charts in the annual report compare the division of workload, fees, reviews and inspections of the Department. The Goals Section discusses the possibility of managing documents by utilizing digital conversion services. The Accomplishments Section notes our hosting of annual spring and fall Building Industry Association (BIA) of Southeastern Michigan task force meetings. These meetings offer the opportunity for builders and Department staff to discuss pertinent topics relating to construction in the Township.*

*The success of the Building Department is attributed to the professionalism and dedication of its employees and employees from other Township Departments, who share in the common goal of ensuring the health, safety and welfare of our residents and their property. We look forward to continuing the highest level of community service that Bloomfield Township residents have come to appreciate.*

Respectfully Submitted,

Patricia McCullough, Director  
Planning, Building & Ordinance

# Building Department Employee List

## Director

Patricia McCullough

## Building Inspector/Plan Reviewer

George Kilpatrick

Mark Richards

Jim Wright

## Building Secretary

Kathy Davis

## Electrical Inspector

Fred Radner

## Mechanical Inspector

Tom Benson

## Building Official

Patrick Jenkinson

## Plan Reviewer

Tamara Coolman

## Building Clerk

Kristi Thompson

## Plumbing Inspector

Todd Haneckow



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Annual Report data is derived from January 2, 2006 until December 31, 2006.

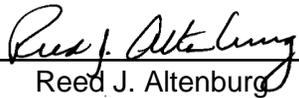
*Our Mission Statement:*

*As Representatives of the Bloomfield Township Planning, Building and Ordinance Department we pledge to provide solution-oriented services and the highest level of professionalism for our community in a fair and consistent approach. We are dedicated to upholding the Township adopted plans, codes, ordinances and standards that facilitate the growth of the Township and enhance the quality of life and safety for current and future generations.*



Patricia McCullough

Director Planning Building & Ordinance



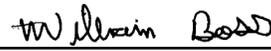
Reed J. Altenburg

Ordinance Officer



Thomas Benson

Mechanical Inspector



William Boss

Ordinance Officer



Robin R. Carley

Development Coordinator



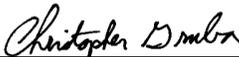
Tamara Coolman

Plan Reviewer



Kathy Davis

Building Secretary



Christopher Gruba

Assistant Planner



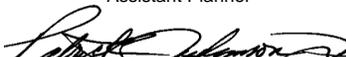
Todd Haneckow

Plumbing Inspector



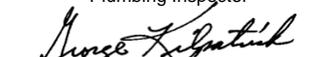
Kelly Jacobson

Ordinance Secretary



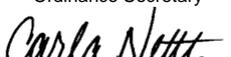
Patrick C. Jenkinson Jr.

Building Official



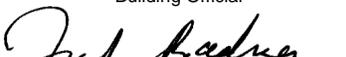
George Kilpatrick

Plan Reviewer



Carla Nettle

Planning Clerk



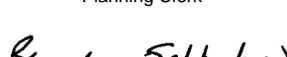
Fred Radner

Electrical Inspector



Mark Richards

Building Inspector



Brenda Schlutow

Lead Ordinance Officer



Kristi Thompson

Building Clerk



Jim Wright

Plan Reviewer/Building Inspector

## **Building Department Codes**

### ◆Building

Michigan Residential Building 2003

Michigan Building 2003

Michigan Rehabilitation Code for existing buildings 2003

### ◆Electrical

Michigan Residential Code 2003

National Electrical Code 2002

### ◆Mechanical

Michigan Residential Code 2003

Michigan Mechanical Code 2003

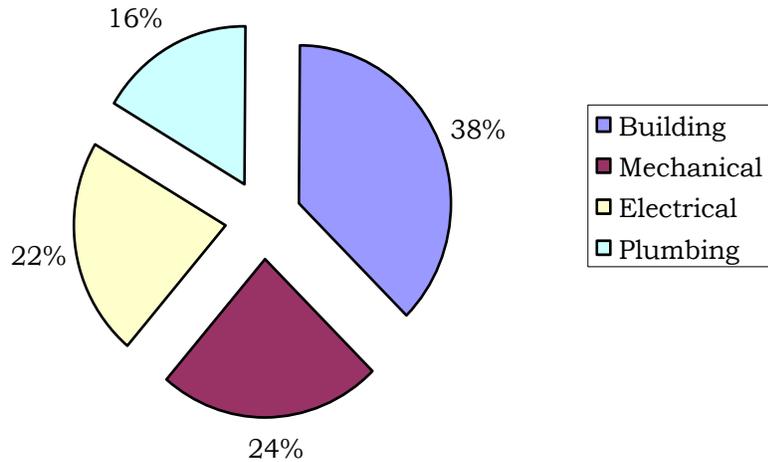
### ◆Plumbing

Michigan Residential Code 2003

Michigan Plumbing Code 2003

## Building Department Inspection's and Certificate of Occupancy Total for 2006

### Inspections Performed



Type of Inspections	Total Amount	Weekly Average
Building	4770	91
Mechanical	3011	58
Electrical	2850	55
Plumbing	2071	40

Type of Occupancy Issued	Total Amount	Monthly Average
Full Certificate of Occupancy	193	16
Temporary Certificate of Occupancy	51	4

## Building Department Permit Fees by Category

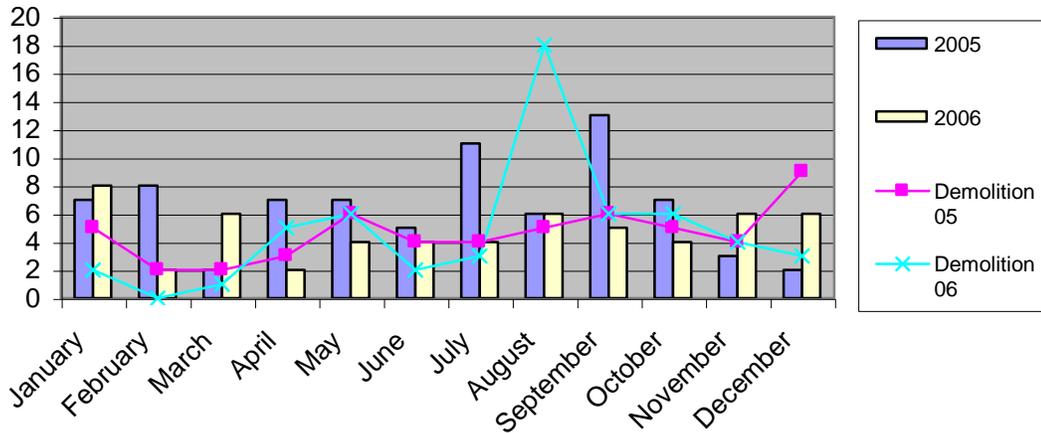
◆ Total Estimated Value of Construction	\$74,517,116
◆ Total Estimated Square Footage of Construction	14,548,500
◆ Total Building Permit Fees	\$765,647

Permit Types	Total Fees Collected
Pool Fencing & Sign Permits	\$9,955
Residential Addition/Alteration Permits	\$270,315
Residential New Construction Permits	\$313,870
Deck Permits	\$11,642
Swimming Pool Permits	\$8,102
Demolition Permits	\$13,505
Commercial Permits	\$138,257
Electrical Permits	\$143,332
Mechanical Permits	\$172,040
Plumbing Permits	\$126,274

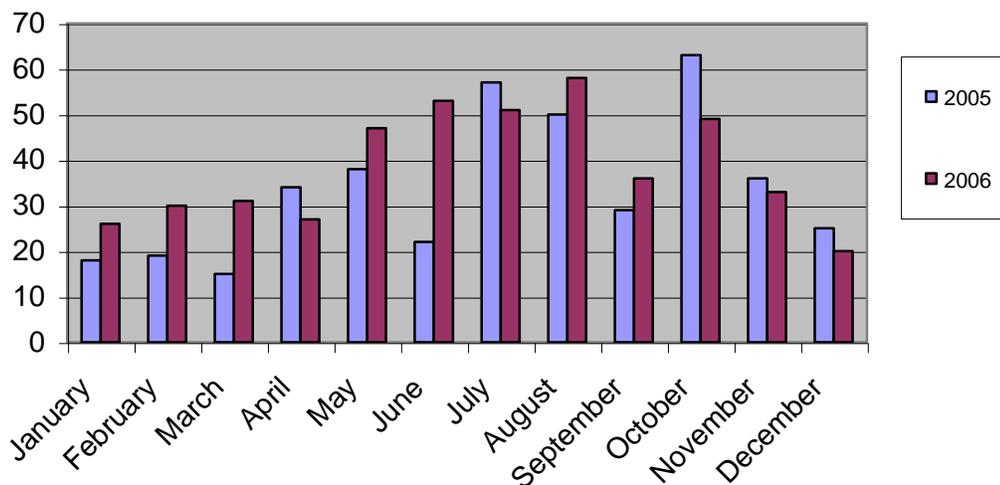
**(Background picture: Rough stage of new construction commercial project)**

## Comparison of Issued Permits

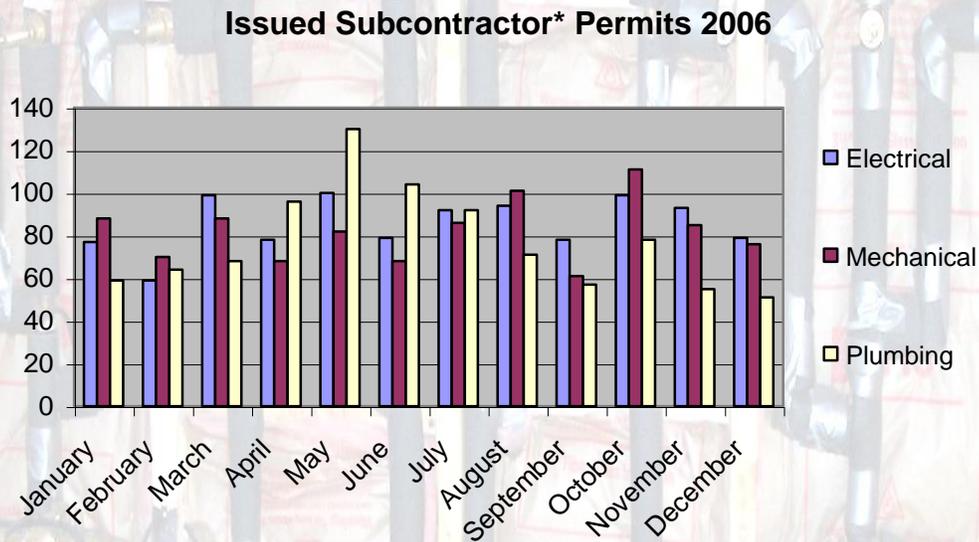
- ◆ Demolition & New Construction Comparison Issued Building Permits
  - 2005 Monthly Average is 5 for Demolition
  - 2005 Monthly Average is 7 for New Construction
  - 2006 Monthly Average is 5 for each



- ◆ Residential Addition/ Alteration Building Permits Issued
  - 2005 Monthly Average is 34
  - 2006 Monthly Average is 38



## Comparison Chart of Issued Permits



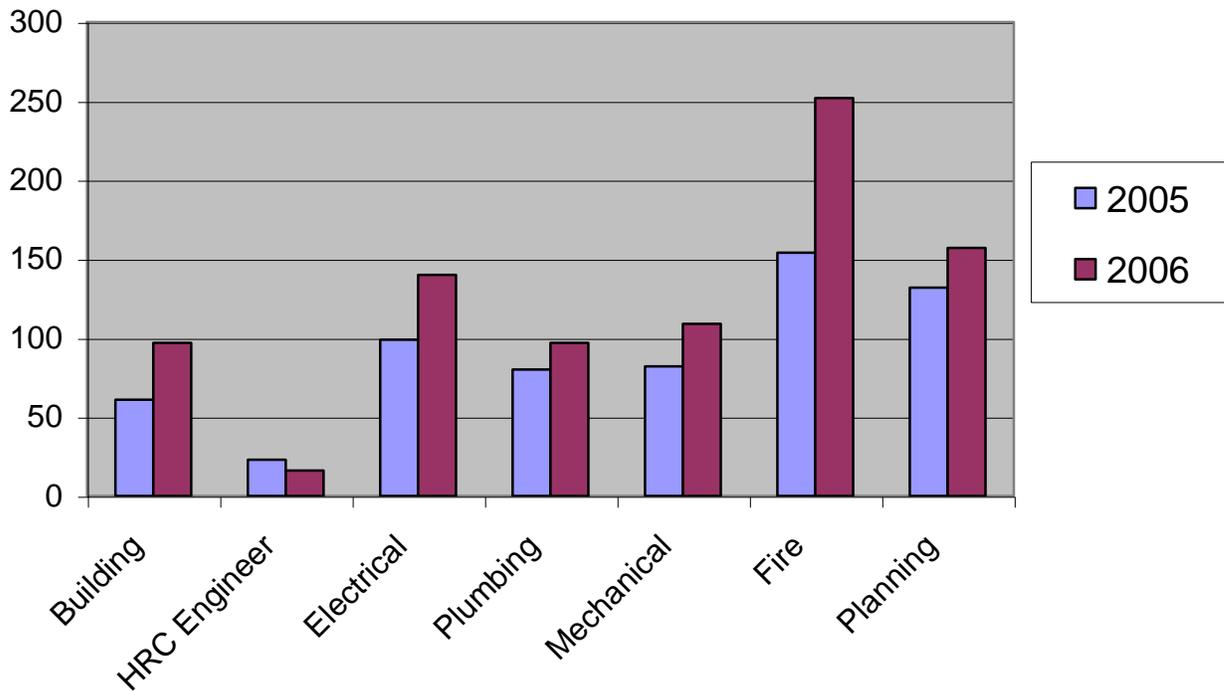
**Note:** A subcontractor is an individual or in many cases a business that signs a contract to perform part or all of the obligations of another's contract. A subcontractor is generally hired by the General or Building Contractor.

Permits Issued	2004	2005	2006
Residential Building	530	484	518
Electrical	885	1062	1027
Mechanical	1125	1067	984
Plumbing	947	968	925

**(Background Picture: Plumbing for shower with multiple sprays)**

## Comparison Chart of Reviews

### **Commerical Review**



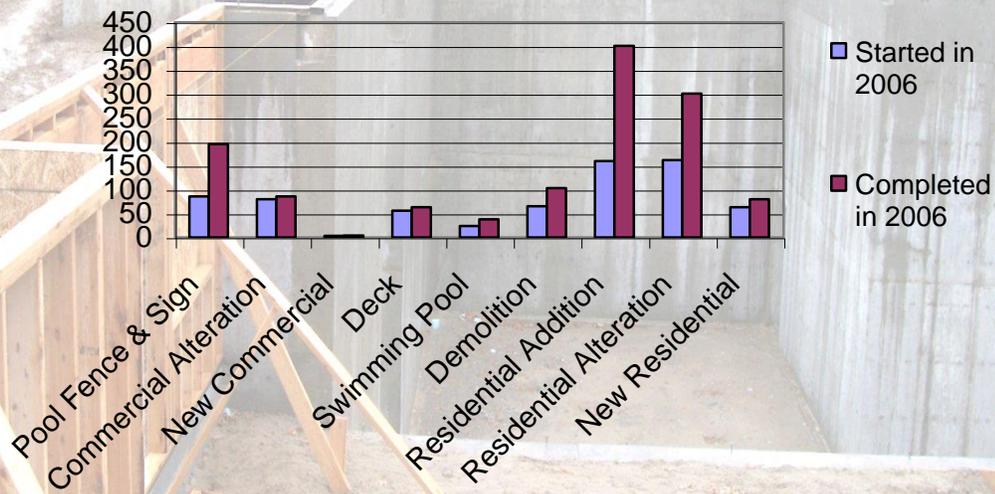
Commercial Review	2005	2006	Change
Building	90	97	8%
HRC Engineer	23	16	-30%
Electrical	114	140	23%
Plumbing	91	97	7%
Mechanical	95	109	15%
Fire	177	252	42%
Planning	144	157	9%

Note: Residential Reviews require only a building review. Fire Reviews include fire alarm and fire suppression reviews. Electrical Reviews include fire alarm reviews.

## Expired Permit Program Results

<u>Permit Type</u>	<u>Issued in 2006</u>	<u>Completed in 2006</u>
Pool Fence & Sign	86	195
Commercial Alteration	80	86
New Commercial	3	4
Deck	56	63
Swimming Pool	24	38
Demolition	65	103
Residential Addition	160	401
Residential Alteration	162	301
New Residential	63	80

**Notes: Permits that are issued are not always completed within that year. The expired permit program we started has increased the number of permits completed in 2006.**



**(Background picture: A forced walkout basement foundation with a sunken 20' deep racket ball court)**

# 2006 Major Department Activities

## **◆BIA Meetings:**

Building Industry Association (BIA) of Southeastern Michigan has sponsored builder and community forums at the Township for approximately 10 years. The Department meets on a regular basis in the spring and in the fall of the year. The meeting presents an opportunity for builders to meet with the inspectors and staff in a friendly atmosphere. The discussion includes pertinent topics, such as code changes, permit application process, air conditioning screening requirements, building height requirements, job site concerns, erosion control, certificate of occupancy requirements, and other construction-related activities.

## **◆BS&A Software Upgrades:**

In order to integrate Planning, Building and Ordinance Departments activities, the BS&A software was upgraded to include the following:

- Tracking of variances from the Zoning Board of Appeals
- Generating mass letters for expiring permits
- Placing stop work orders on a property/permit
- Attaching external documents/pictures to a property
- Flagging of properties for important details

## **◆Goals for Managing Documents:**

The Department has been in discussion with Graphic Sciences Inc. to institute a program that would capture paper documents, blueprints and information from the Department files by utilizing digital conversion services. By initiating this service, it would allow archiving and retrieving of documents to be exact and secure for the Township.